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**JUSTICE CABINET DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

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For more information about the Department of Corrections visit:  
<http://corrections.ky.gov>. To inquire information on job postings contact:  
[DOC.Recruit@ky.gov](mailto:DOC.Recruit@ky.gov) or (502) 564- 4636.

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**September 9, 2016**

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**ACCOUNTANT III— TWO POSITIONS: (Boyle County-Northpoint Training Center-)  
Grade 10—(\$2139.80 – \$2834.88) MINIMUM REQUIREMENTS:** High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

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**ADMINISTRATIVE SPECIALIST III—(Morgan County— Eastern Kentucky  
Correctional Complex)—Grade 12—(\$2589.26 - \$3430.10) MINIMUM  
REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have three years of professional, administrative or business experience. Additional education will substitute for the required experience on a year-for-year basis. Additional administrative, business, research and/or clerical experience will substitute for the required education on a year-for-year basis.

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**CLASSIFICATION & TREATMENT SUPERVISOR—(Elliott County—Little Sandy  
Correctional Complex ) – Grade 14—(\$3133.00 - \$4150.30) MINIMUM  
REQUIREMENTS:** Graduate of a college or university with a bachelor's degree supplemented by three years of professional correctional, counseling, social work or related experience. A master's degree in social work, sociology, counseling and guidance or a related field will substitute for one year of the experience.

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**CORRECTIONAL LIEUTENANT- TWO POSITIONS: (Oldham County – Luther Luckett  
Correctional Complex) -Grade 11—(\$2800.00 - \$3118.28) MIN REQUIREMENTS:** High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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**CORRECTIONAL SERGEANT— (Muhlenberg County – Green River Correctional  
Complex) -Grade 10—(\$2650.00 - \$2834.88) MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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**JUSTICE CABINET  
DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
(continued)**

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September 12, 2016

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**CORRECTIONAL SERGEANT—(Oldham County – Luther Luckett Correctional Complex) -Grade 10—(\$2650.00 - \$2834.88) MIN REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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**CORRECTIONS EDUCATION SPECIALIST I- (Boyle County- Northpoint Training Center) Grade 12—(\$2589.26 - \$3430.10) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in education (academic or voc.) An associate degree with 3 years of trade-related experience will sub for the bachelor's degree.

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**CORRECTIONS EDUCATION SPECIALIST I- (Boyle County- Northpoint Training Center) Grade 12—(\$2589.26 - \$3430.10) MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree in education (academic or voc.) An associate degree with 3 years of trade-related experience will sub for the bachelor's degree.

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**PROBATION AND PAROLE OFFICER- (Jefferson County—Probation & Parole) - Grade 12 – (\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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**PROBATION AND PAROLE OFFICER- (Carroll County—Probation & Parole) - Grade 12 – (\$2589.26 - \$3430.10) MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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**STORES OPERATIONS SUPERVISOR—(Shelby County—Kentucky Correctional Institution for Women)—Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS:** High school graduate. Must have four years of stores experience, including one year experience as a stores supervisor. College courses in business administration, management or a related field will substitute for the required experience on a year-for-year basis. Additional stores experience will substitute for the required education on a year-for-year basis.

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**Recurring Positions:**

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliott, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) –Grade 9-(\$2500)  
MIN. REQUIREMENTS:** High School or GED. Must be 21 years of age.

**PERSONNEL CABINET  
STATE OFFICE BUILDING, 1<sup>ST</sup> FLOOR  
501 HIGH STREET  
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

**To receive more information about including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.**

**\*\*IMPORTANT\*\***

**The Department of Corrections is not liable for the aforementioned information.**